

CIVIC CENTER COURTHOUSE
400 McAllister St., SF, CA 94102-4514

Civil Support

E-Filings 551-3824
 Ernalyin Bura, Court Supervisor 551-4030

Counter / Filings

Complaint filings 551-3927
 Subsequent filings 551-4027
 Jacquelyn LaPrevote, Court Supervisor 551-3876
Defaults (window #20)

Jose Rios Merida, (Acting) Supvr., (#103 / #610) 551-3870
 Defaults, Clerk 551-4029
 Defaults, General 551-5969

Probate

FAX 551-3801
 Filings, #103 551-3892
 Leslie Gomez, (Acting) Court Supervisor, Probate /
 Mental Health Unit 551-3673

Small Claims

General Information 551-3957
 Small Claims 551-3959

Victoria Kemp, Small Claims Supervisor

551-3955

ACCESS, #509

551-5880
 Kristine M. King, Program Analyst (CCC #319) 551-5746
 Jennifer Pasinosky, Drug Ct. Coord. (CCC #406B) 551-5767
 Maria Batres, CJC Coord. (555 Polk Street) 551-5939

ADMINISTRATIVE SERVICES & TRAINING

(Vacant), Dir of Admin, #205 551-3951

COLLABORATIVE COURTS, CCC / 555 Polk St.

Allison West, Director (CCC #312) 551-5941
 Kristine M. King, Program Analyst (CCC #319) 551-5746
 Jennifer Pasinosky, Drug Ct. Coord. (CCC #406B) 551-5767
 Maria Batres, CJC Coord. (555 Polk Street) 551-5939

CIVIL DIVISION (Limited / Unlimited), #103

GENERAL CIVIL INFO (8:30 am - 4 pm) 551-4000

Administration

Wayne Parinas, Chief Operations Officer /

Civil, Jury, Probate, Unified Family Court

Diane Hakewill, Court Manager, Appeals/Civil Case Mgmt./

Filings/Probate/Records/Small Claims

Appeals

Small Claims Appeals / Limited Appeals 551-5963

Unlimited Appeals 551-3671

Appellate Division 551-3891

Leslie Gomez, (Acting) Court Supvr. 551-3673

Civil Case Mgmt / Arbitration (window #21)

Jose Rios Merida, (Acting) Supvr., (#103 / #610) 551-3870

Tentative Rulings 551-4000

Civil Records

Records - Main Line 551-3802

Shawna Van Tree, Court Supervisor 551-3806

Interpreter Requests

OR TranscriptRequests@sftc.org 551-5920

InterpreterRequests@sftc.org 551-5920

Transcript Requests

OR TranscriptRequests@sftc.org 551-5920

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Community Justice Center

Dept. 8, 575 Polk St.

Clerk- Carlos Barraza/

CJC Staff, 555 Polk St.

Judge Michael I. Begert

Allyson West, Director

551-5941

LIBRARY SERVICES, 1145 Market St.....

554-1772

OTHER CCC BUILDING SERVICES

Children's Waiting Room, #111.....

703-0255

MINT CAFE, Lower Level

431-6468

PERSONNEL OFFICE, #205

551-3966

PROBATE DEPARTMENT, #202

551-3650

RECORDINGS / INFO LINES

551-4000

ACCESS, #509

551-5880

Arbitration/ Civil Case Mgmt. / Discovery

551-4000

Family Law Facilitator

551-5880

Jury

551-3608

Law & Motion / Writs & Receivers

551-4000

Probate

551-4000

Tentative Rulings

551-4000

COURT REPORTERS / INTERPRETERS

551-3775

RECORDINGS / INFO LINES

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COURTROOM CLERKS / DISCOVERY /

LAW AND MOTION-WRITS AND RECEIVERS

Courtroom Clerks (Limited / Unlimited) #103

Diane Hakewill, Courtroom Clerk Manager

551-3808

Donna Lok, Ct. Supervisor, Master Calendar

551-3682

Joy Guandique, Ct. Supv., Trial Depts

551-3670

Melinika Jones, Ct. Supv., Specialty Depts

551-3683

Discovery, #302

Discovery Clerks

551-3720

Law and Motion / Writs and Receivers, #302

Lead Clerk - 551-3723, Cal. Matters

551-3823

Information

551-3721

FISCAL SERVICES, #205

Sue W. Wong, Chief Financial Officer

551-5757

Faye D. Chin, Fiscal Systems & Services Mgr.

551-5722

Chiu Ming Chu, Fiscal Services Supervisor

551-8575

Civil Trust Disbursements, #205

Cheryl Consing, Fiscal Technician

551-5718

Marivic Viray, Fiscal Technician

551-5968

Ernie Wong, Sr. Fiscal Technician

551-5706

JURY DEPARTMENT, #007

551-3608

Civil Grand Jury, Admin. Analyst

551-3635

MINT CAFE, Lower Level

431-6468

LIBRARY SERVICES, 1145 Market St.....

554-1772

OTHER CCC BUILDING SERVICES

Children's Waiting Room, #111.....

703-0255

MINT CAFE, Lower Level

431-6468

PERSONNEL OFFICE, #205

551-3966

PROBATE DEPARTMENT, #202

551-3650

RECORDINGS / INFO LINES

551-4000

ACCESS, #509

551-5880

Arbitration/ Civil Case Mgmt. / Discovery

551-4000

Family Law Facilitator

551-5880

Jury

551-3608

Law & Motion / Writs & Receivers

551-4000

Probate

551-4000

Tentative Rulings

551-4000

UNIFIED FAMILY COURT, 4th Floor

Information (Child Support / Family Law /
Dependency) 551-3900 / 551-3903
Drug Court 551-4061
Family Ct. Svcs / Depend. Mediation 551-4007
Family Law, customer service 551-3900
Family Law Facilitator, Room 509 551-5880
Angelique Andreozzi, Court Supervisor 551-3962

HALL OF JUSTICE
850 Bryant Street, SF, CA 94103

CRIMINAL DIVISION, #101

General Criminal Information 551-0651
Administration 551-0651
Mark Cullkins, Chief Operations Officer,
Criminal/Traffic 551-0350
Anthony Gavero, Court Manager 551-0652
Gina Guidi, Crim. Courtroom Clerk Mgr. 551-4004
Sherife Huseny, (Acting) Mgr., Crim. Operations 551-0665
Cynthia Karadi, Ct. Supvr., Courtroom Clerks 551-0352
Wesley Ramirez, (Acting) Criminal Cal. Coord. 551-7572
Romy Risk, Court Manager, Ct. Reporters 551-3775
Sherry Sawyer, Supervising Court Reporter 551-3745
Bryan Wong, (Acting) Ct. Supvr., Crim. Operations 551-0696

#101 and #145

GENERAL TRAFFIC INFORMATION 551-8550
Michael Bareng, Court Manager 551-8501
Joseph Santos, (Acting) Court Supervisor,
Delinquent Infractions / Courtrooms 551-8503
Jeanette Santos, Court Supervisor,
Non Delinquent Infractions 551-8502
Accounting Unit 551-7503
Correspondence Unit 551-8523
Misd. & Traffic/Infraction Appeals 551-0657

[Also under the administration of
Unified Family Court:]

JUVENILE JUSTICE CENTER

375 Woodside Avenue, SF, CA 94127

Juvenile Delinquency Division Operations

FAX 682-5255
Clerk's Office / Records 682-5100
Yvette King, Court Supervisor 682-5101
Calendering 682-5105
Deputy Court Clerk II 682-5107
Juvenile Traffic
FAX 682-5355
Juvenile Traffic 682-5106
Gracia Monterrosa, Deputy Court Clerk II 682-5106
Drug Court
FAX 682-5155

Court Services
Lesley Fiscella, (Acting) Ct. Supervisor, Records 551-0684
Appeals, Felony 551-0354 / 551-0693
Appeals, Misdemeanors & Traffic 551-0657
Bonds Desk 551-0608 / 551-0691
DMV 551-0683
Exhibits 551-0671
Filings 551-0651
Outside Arrest 551-0675
Subpoenaed Records 551-0653 / 551-0659
Records / Archives 551-0651

JURY DEPARTMENT, #307 551-3608

COMPREHENSIVE COLLECTIONS UNIT, #101

General Collections Information 551-0670
Jennifer Chan, Court Manager 551-8576
Derek Au, Deputy Court Clerk II 551-8573
Kristian Colobong, Deputy Court Clerk II 551-0663
Curtis Lum, Deputy Court Clerk II 551-0655
(Vacant), Deputy Court Clerk II 551-8572

COURT REPORTERS / INTERPRETERS

Romy Risk, Manager 551-3775
Rose Gonzalez, Court Supervisor 551-0656
Transcript Requests 551-3778
OR TranscriptRequests@sftc.org